

Author's guidelines for submitting papers to the online-journal „Historische Archäologie“

Please note the following instructions:

Text: Submission in German or English

The **manuscript** should not comprise more than **20 pages** and should be structured as follows: Title, name(s) of author(s), text body (with chapters and paragraphs), notes, references, summary, captions, adresse(s).

Please try to avoid **notes**, consecutive numbering and endnotes as far as possible,

Citations: Citations should be placed directly in the text giving the name of the author and year of publication in brackets, if necessary the relevant pagenumber(s) and/or figures; the complete citations are to be added in alphabetical order at the end of the text (= list of references). The citation should include all page numbers (for example: 272-278 with regard to articles), as well as the title of the series, the number of the volume and (in case of monographs) the printing place. „Historische Archäologie“ follows the guidelines of the Römisch-Germanische Kommission (published in: Berichte der Römisch-Germanischen Kommission 71, 1990, 978-985).

Figures: Consecutive numbering according to their order in the text, links to the figures included in the text body, list of captions after the list of references.

Address: First name and surname, complete institutional address and e-mail-address at the end of the text

Submission: On CD/DVD or by e-mail and one printed version. Please avoid pre-formatting as far as possible: no blockquote, no hyphenation, no formatting of paragraphs. The manuscript should be submitted in the data format of a common text processing programme, favourably MS Word and/or data in the Rich text format (RTF)

Layout frame: 17 x 23,5 cm (including captions!), column width 8,1 cm; Figures may be submitted 8,1 cm wide (1-column-width) or 17 cm wide (2-column-width).

Figures may be coloured, greyscaled or black/white.

The author is responsible for observing current **copyright** rules.

Digitized figures should be submitted in the eps- or tif-format, photos should have 600dpi and black/white bitmaps 1200dpi resolution (according to the layout frame respectively the intended publishing dimension). One print-out per figure should be handed in. Please save the figures in separate files.

Submitted figures should maintain a high quality standard as they might have to be scaled down. Line contours should not be less than 0,176 mm (0,25 pt) thick and label characters should not be smaller than 9 pt.

The editors will not accept manuscripts that do not fulfill these requirements.